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## **Septic Tank Abandonment Guidelines**

1. All abandonment procedures must be witnessed by the Loudoun County Health Department staff, except pumping the tank.
2. The existing septic tank must be pumped by a licensed and bonded septic hauler. (A list can be provided by this office by calling (703) 777-0234).
3. The empty septic tank is to be limed with 40 pounds of hydrated lime, crushed (the top and one side at a minimum) and filled with a clean compactable fill material. If the empty tank must be removed, it must be properly disposed of. This department does not recommend offsite disposal of tanks.
4. If the structure is to be constructed over the old tank location, a structural engineer should be contacted concerning bearing loads involved. This office cannot address future settling and gaseous vapor issues that may be involved with abandoned septic tanks.
5. Ensure that ALL plumbing exiting any structures have been permanently disconnected and reconnected to public sewer facilities.
6. It is the responsibility of the owner/contractor to call this department for the proper inspections listed above. 48-hour advance notice is required.
7. In certain circumstances, pump chambers, privies and cesspools are to be abandoned. They must be pumped out (to the greatest extent possible) and abandoned as previously described. This department must also witness these abandonments.

## **Emergency Pump & Haul Installation Requirements**

1. This Emergency Pump & Haul permit is issued to convert the existing septic tank to a holding tank with access to mitigate frequent pump outs and to bring the property, for which this permit has been written, into compliance with the Virginia Sewage Handling and Disposal Regulations.
2. This permit is issued to correct an existing health hazard resulting from the surface discharge of sewage and shall serve as an interim measure until such time that permanent approved septic system has been installed. The operation of the Emergency Pump & Haul system shall be 12 months from the date of permit issuance or until a permanent solution is completed.
3. This permit is non-transferable.
4. The current use of this structure cannot change without prior approval of the Loudoun County Health Department.
5. service contract with a licensed sewage hauler is mandatory. Tank is to be pumped on an as-needed basis until permanent approved system is installed; pump outs are to be reported in online e RME.
6. All contracts shall be kept current. Copies of renewals/changes are to be sent to the Loudoun County Health Department at the above address.
7. The Health Department reserves the right to conduct future inspections of the sewage system for purposes of determining that it is being operated and maintained in a sanitary manner and in compliance with the Virginia Sewage Handling and Disposal Regulations and Chapter 1066 of the Codified Ordinances of Loudoun County.
8. Failure to comply with any of the above may result in revocation of the permit.
9. Water conservation is highly recommended.
10. Permit is null and void if site conditions are changed from those shown on the application.

## General Sewage System Installation Requirements

1. This permit is null and void if the site conditions are found to be different or are changed from those shown on the application or this permit.
2. It is the owner's and builder's responsibility to ensure that the house and/or structures are located such that this lot and all neighboring properties meet the setback requirements to existing or proposed wells and/or drainfields. If a water supply is located within 200 feet of the proposed house site, please contact the Health Department for setback verification.
3. If wells, springs, cisterns, pit privies, septic tanks, cesspools, drainfields, underground storage tanks or other pollution sources or pertinent features are discovered within 200 feet of the proposed installation, but are not shown on the survey sketch, please contact the Health Department immediately. DO NOT proceed with construction until, or unless, clearance is granted by the Health Department.
4. All contractors must be licensed by the Loudoun County Health Department to install sewage disposal systems. However, the property owner may install his/her own system if the following requirements are met:
  - a) Property owner is actively involved with sewage disposal system installation (hands-on-work).
  - b) A signed and notarized document must be provided to the Health Department stating that the owner is actively involved and responsible for sewage disposal installation.
  - c) Owner must be interviewed by a Health Department staff member prior to start of work.
5. Sewage disposal system installation and repair areas must not be physically altered (vehicular traffic, cutting, filling, compaction, etc.) prior to system installation. Protect drainfield and reserve areas from compaction - flag or rope off as required.
6. All drainfield components must be a minimum of 20 feet from a house with a basement and 10 feet from a house with a crawl space.
7. All unused ports on concrete septic tanks and distribution boxes must be purged flush with original exterior surfaces.
8. The drainfield must be installed on contour on original grade. DO NOT install the drainfield during wet weather.
9. All roof drainage must be diverted away from drainfield.
10. Contact the Health Department if there are ANY questions regarding system location or design.
11. A satisfactory Health Department inspection is required for all system components prior to backfilling any and all portions of the drainfield.
12. A reinspection fee is required prior to scheduling reinspection's (exception; reinspection that is necessary for incomplete electrical pump components).
13. The Health Department reserves the right to conduct future inspections of the complete sewage disposal systems for the purpose of determining if the system is being operated and maintained in a sanitary manner.
14. Any part of the sewage disposal system (including building sewer and conveyance line) must maintain a minimum of 10 feet from all the water lines. If the water line must cross the sewer line or conveyance line, it must be constructed in accordance with the applicable BOCA codes.
15. This is a Health Department Permit only, all other County regulations, ordinances, procedures, and policies must be met.

## **General Sewage Pump System Requirements (if Applicable)**

### **Pump Chamber**

Pumping station wet wells must be sized to allow one-quarter day storage above the high-level alarm point. An access manhole terminating above the ground surface must be provided.

### **Pumps**

All pumps must be of the open-faced centrifugal type designed to pump sewage. Pumps must have a minimum capacity of 36 gallons per minute at a system head per 1,200 linear feet of percolation piping. Suitable shutoff valves must be provided on the discharge line. A check valve must be placed on the discharge line between the pump and the shutoff valve. When the pump discharge is at a lower elevation than the high liquid level in the pump station, an anti-siphon device must be provided. Pumps must be installed so they can be removed for servicing without having to de-water the pump chamber.

### **Pump Controls**

Pumps must be provided with controls for starting and stopping the pump based on the water level. It is preferred that float type controls with separate on and off floats be used. Float controls must be placed so as to be unaffected by flow entering the wet well. The electrical motor control center must be placed in a secure location above grade and must be remote from the pumping station. Normally, this is in the house or building being served by the sewage disposal system. The motor control center must be equipped with a master disconnect switch and a manual override switch. All electrical connections at the pump station must be hardwired, above grade, in a watertight NEMA 4X electrical box and mounted on the outside of the pump chamber access port.

### **Pump Alarms**

Each pump chamber must be provided with a high-water level alarm. THE ALARM CIRCUITRY MUST BE ENTIRELY SEPARATE FROM THE MOTOR CONTROL CIRCUITRY (Wired to a separate breaker). Alarms must be audio/visual and must be mounted in an area where they can be easily monitored. All alarms must be hardwired so they cannot be accidentally unplugged.

It is the responsibility of the system installer to ensure that the appropriate system components and adequately sized pump be installed. The pump specification sheet included with this permit must be completed by the contractor or pump dealer and must be submitted along with an appropriate pump curve at the time of the final system inspection.

### **Disclaimer**

This is a Health Department Permit only, all other County regulation, ordinances, procedures, and policies must be met.